

Missouri Department of Transportation

Code: R05449

Title: Area Engineer

Exemption Status: Exempt

Grade: 19

Job Description

Effective Date 04-01-2012

Replaces
(Effective Date) 03-01-2008

General Summary The area engineer is responsible for maintenance activities in a large (multi-county) area and serves as the area's primary contact between the department and area leaders, businesses, government officials and the public to communicate the department's direction, resolve customer concerns and coordinate department activities. Responsibilities are performed under general supervision.

Minimum/Required Qualifications Bachelor's Degree: Civil Engineering
Licensed as a Professional Engineer in the State of Missouri.
Six years of experience in highway or transportation engineering.

Supervisory Responsibilities Lead Worker Only

Location Districts - Administrative Office

Special Working Conditions/Job Characteristics Job requires frequent travel within the district and occasional, statewide, overnight travel.
Job requires exposure to moderately adverse and undesirable environmental conditions.
Job requires residence in the assigned area.

Examples of Work

- (1) Directs maintenance activities within the assigned area and coordinates planning, construction, right of way, design and traffic activity with other divisions; oversees area emergency response, fleet repair, and equipment usage, purchase and research.
- (2) Supervises maintenance personnel, including making employment-related decisions, assigning work, training, and conducting performance management; may supervise area mechanics.
- (3) Liaisons with area leaders, elected officials, community organizations and the public to share the department's goals and objectives, identify transportation needs and resolve area problems and concerns.
- (4) Coordinates department activities with consideration to city and county activities, including federally funded local projects.
- (5) Prepares and manages the work plan and budget for the assigned area while coordinating funds and resources with other areas to reach the goals of the district and department; prioritizes projects and

activities based on the established budget.

- (6) Performs field checks to provide safety and quality assurance of area activities, identify transportation needs and set priorities.
- (7) Serves as a technical engineering resource to area staff and attends core team meetings to provide area expertise in the design of new projects; meets with field personnel to communicate priorities and policies and obtain feedback.
- (8) Responds to questions and concerns from the public; serves as the area's media contact.
- (9) Participates in the district decision-making process through involvement with the district's vision team, business planning development and implementation, support teams and providing leadership for special assignment teams.
- (10) Performs lead worker responsibilities, which may include providing general instruction, assigning and reviewing work, coaching and training, providing guidance and instruction in the proper and most efficient methods of accomplishing tasks, and providing input to the direct supervisor on staffing decisions and performance management.
- (11) Performs other responsibilities as required or assigned.

The Missouri Department of Transportation promotes an equal opportunity workplace that includes reasonable accommodation of otherwise disabled applicants and employees. Please see your manager should you have any questions about this policy or these job duties.